



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Creating Community Through People, Parks and Programs"

Russ Guiney, Director

April 17, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF AUTHORIZATION FOR THE INTERNAL SERVICES DEPARTMENT
TO ISSUE A PURCHASE ORDER FOR THE RENOVATION OF PICNIC SHELTERS
AT WHITTIER NARROWS REGIONAL PARK AND RECREATION AREA
(FIRST DISTRICT - 3 - VOTE MATTER)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that the renovation of the picnic shelters is categorically exempt from the California Environmental Quality Act (CEQA) according to a Section of the State CEQA Guidelines and a Class of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, cited herein.
2. Approve the Department of Parks and Recreation's request and authorize the Internal Services Department (ISD), as the Purchasing Agent, to solicit bids and issue a purchase order contract for picnic shelter renovations.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended action will allow ISD, in its capacity as the County's Purchasing Agent, to solicit bids and issue a purchase order to provide all structural engineering drawings, calculations, labor, materials and equipment required to install (13) 40-foot multi-panel hexagon shade structures with 12 foot maximum eaves height to replace existing shade structures that are in deteriorated condition.

The cost of the replacements is currently estimated at \$296,400. The acquisition of the material and supplies for these projects falls under the statutory authority of the County's Purchasing Agent. However, because of the specialized nature of the improvements and the need to meet certain code requirements, the service component associated with installation labor costs may exceed the authority of the Purchasing Agent. Therefore, Board approval is required for the Purchasing Agent to proceed with this purchase order contract.

Implementation of Strategic Plan Goals

Approval of the recommended action supports County Strategic Plan Goal No. 4, Fiscal Responsibility, by completing the work in the most efficient and cost effective manner, and Goal No. 5, Children and Families Well-Being by creating affordable, accessible, educational and cultural opportunities through preservation of an important cultural community asset.

FISCAL IMPACT/FINANCING

The total cost of the picnic shelter replacements is currently estimated at \$296,400 and is fully funded within Extraordinary Maintenance Budget.

Operating Budget Impact

Although these renovations will enhance operations and customer service, there is no anticipated impact to the Department's operating budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The acquisition of the material and supplies for these projects falls under the statutory authority of the County's Purchasing Agent. However, because of the specialized nature of the improvements and the need to meet certain code requirements, the service component associated with installation may exceed 30 percent of the total cost, and thus exceed the authority of the Purchasing Agent. Therefore, Board approval is required for the Purchasing Agent to proceed with soliciting bids and issuing a purchase order.

ENVIRONMENTAL DOCUMENTATION

The picnic shelter renovations are categorically exempt from CEQA according to Section 15302 (c) of the State CEQA Guidelines and Class 2 (e) of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, because the project provides for the replacement of existing structures or facilities.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these actions will not have an impact on current services or projects. The proposed work will be scheduled during weekday mornings to accommodate maximum patron access.

The renovations to the picnic shelters will improve customer service while preserving the infrastructure and enhancing the aesthetic value of the park.

CONTRACTING PROCESS

This is a commodity purchase under the statutory authority of the County Purchasing Agent. The purchase will be requisitioned through and accomplished by the Purchasing Agent in accordance with the County's Purchasing Policies and Procedures, established by ISD.

CONCLUSION

Please instruct the Executive Office-Clerk of the Board to return three conformed copies of this action to Parks and Recreation and one conformed copy each to the Chief Administrative Office, Capital Projects Division, and ISD.

Respectfully submitted,



Russ Guiney
Director

RG:GH

c: Executive Officer (22)
 Chief Administrative Office
 County Counsel
 Internal Services Department